

## Agency for International Development

## Ch. 7, App. J

### Section 10—Schedule

Cooperating Country National or Third  
Country National PSC

Contract No. \_\_\_\_

#### Table of Contents

The Schedule on pages \_\_\_\_ through \_\_\_\_ consists of this Table of Contents and the following Articles:

Article I Statement of Duties

Article II Period of Service

Article III Contractor's Compensation and Reimbursement

Article IV Costs Reimbursable and Logistic Support

Article V Precontract Expenses

Article VI Additional Clauses

#### General Provisions

The following provisions, numbered as shown below, omitting number(s) \_\_\_\_, are the General Provisions (GPs) of this Contract:

1. Definitions
2. Compliance with Applicable Laws and Regulations
3. Physical Fitness
4. Security
5. Workweek
6. Leave and Holidays
7. Social Security and Cooperating Country Taxes
8. Insurance
9. Travel and Transportation
10. Payment
11. Contractor-Mission Relationships
12. Termination
13. Allowances
14. Advance of Dollar Funds
15. Conversion of U.S. Dollars to Local Currency
16. Post of Assignment Privileges
17. Release of Information
18. Notices
19. Incentive Awards
20. Training
21. Medical Evacuation Services

#### Schedule

NOTE: Use of the following Schedule is not mandatory. The Schedule is intended to serve as a guideline and as a checklist for contracting offices in drafting contract schedules. Article language shall be changed to suit the needs of the particular contract. Special attention should be given to the financial planning sections where unnecessary line items should be eliminated.

#### ARTICLE I—STATEMENT OF DUTIES

[The statement of duties shall include:

A. General statement of the purpose of the contract.

B. Statement of duties to be performed.

C. Orientation or training to be provided by USAID.]

#### ARTICLE II—PERIOD OF SERVICE

Within \_\_\_\_ days after written notice from the Contracting Officer that all clearances, including the doctor's certificate required under General Provision Clause 3, have been received or unless another date is specified by the contracting officer in writing, the contractor shall proceed to \_\_\_\_ and shall promptly commence performance of the duties specified above. The contractor's period of service shall be approximately \_\_\_\_ in \_\_\_\_\_. (Specify time of duties in each location.)

#### ARTICLE III—CONTRACTOR'S COMPENSATION AND REIMBURSEMENT

A. Except as reimbursement may be specifically authorized by the Mission Director or contracting officer, AID shall pay the contractor compensation after it has accrued and make reimbursements, if any are due, in currency of the post or for necessary and reasonable costs actually incurred in the performance of this contract within the categories listed in paragraph D of this article, and subject to the conditions and limitations applicable thereto as set out herein and in the attached General Provisions (GP).

B. The amount budgeted and available as personal compensation to the contractor is calculated to cover a calendar period of approximately \_\_\_\_ (days) (weeks) (months) (years) (which is to include (1) vacation and sick leave which may be earned during contractor's tour of duty (GP Clause No. 6), (2) \_\_\_\_ days for authorized travel (GP Clause 9), and (3) \_\_\_\_ days for orientation and consultation if required by the Statement of Duties.

C. The contractor shall earn vacation leave at the rate of \_\_\_\_ days per year under the contract (provided the contract is in force for at least 90 days) and shall earn sick leave at the rate of \_\_\_\_ days per year under the contract.

#### D. Allowable Costs.

1. Compensation at the rate of LC \_\_\_\_ per (year) (month) (week) (day), equivalent to Grade FSN- \_\_\_\_/\_\_\_\_, in accordance with the Mission's Local Compensation Plan. If during the effective period of this contract the Local Compensation Plan is revised, contractor's compensation will be revised accordingly and contractor will be notified in writing by the contracting officer. Adjustments in compensation for periods when the contractor is not in compensable pay status shall be calculated as follows:

Rate of LC \_\_\_\_ per (day) (hour).

LC \_\_\_\_

2. Overtime (Unless specifically authorized in the Schedule of this contract, no overtime hours shall be allowed hereunder.)